

**From:** [Smith, Monica](#)  
**To:** [Mason, Steve](#)  
**Cc:** [McQuiddy, David](#); [Broyles, Ragan](#); [Petersen, Chris](#)  
**Subject:** Re: OT APPROVAL  
**Date:** Thursday, April 04, 2013 7:04:55 PM

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Oops. Yes you are approved 4.5 hours on monday April 8 as well. Sorry for the confusion.

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**From:** Mason, Steve  
**Sent:** Thursday, April 04, 2013 7:03:09 PM  
**To:** Smith, Monica  
**Subject:** Re: OT APPROVAL

What about next Monday the 8th

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**From:** Smith, Monica  
**Sent:** Thursday, April 04, 2013 6:41:29 PM  
**To:** Smith, Monica; Mason, Steve  
**Cc:** McQuiddy, David; Petersen, Chris; Broyles, Ragan  
**Subject:** OT APPROVAL

Steve – I spoke with Ronnie Crossland a few minutes ago, and he informed me that had approved your OT request for the remainder of this week and for the next two weeks if needed. The current operational period is from 6:30 am – 7:30 pm. On Friday April 5, you will begin serving as the sole PSC and will be covering the entire operational period from 6:30 am – 7:30 pm. Since your normal work hours are from 6:30 am – 3pm, you have been approved to work **up to** the following amount of OT:

Friday April 5:	4.5 hrs OT
Saturday April 6:	12 hrs OT
Sunday April 7:	12 hrs OT
Tuesday April 9 :	4.5 hrs OT
Wednesday April 10:	4.5 hrs OT
Thursday April 11:	4.5 hr OT
Friday April 12:	4.5 hr OT
Saturday April 13:	12 hr OT
Sunday April 14:	12 hr OT
Monday April 15:	4.5 hr OT
Tuesday April 16 :	4.5 hr OT
Wednesday April 17:	4.5 hr OT
Thursday April 18:	4.5 hr OT
Friday April 19:	4.5 hr OT
Saturday April 20:	12 hr OT

Monica

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